

Graduate Executive Committee Meeting Minutes

August 17, 2023

MEETING LOCATION: Odum Library 1604

Present: Becky da Cruz, Matthew Carter, Lenese Colson, Lynn Crump, Kelly Davidson, Chris Downing, Anne Greenfield, Debra Gresham, Dixie Haggard, Fred Knowles, John Lairsey, Matthew Grant, Keith Lee, Zhong Lin, Mitch Lockhart, Crystal Marshall, Michelle Ritter

Proxy: Zhong Lin for Arrington Stoll

Guests: Dr. Sheri Noviello, Carla Jordan, Darius Anthony, Lynette Hepburn-Richardson, Tyler Cospers, Katarina Noll, Rebecca Petrella, and Darli DeVane

The meeting was called to order by Dr. Becky da Cruz at 2:01 pm.

Minutes from April 20, 2023 were approved. Dixie Haggard motioned to approve. Matthew Grant seconded. Motion passed: 17 approved - 0 opposed – 0 abstained

Special Guest: Carla Jordan, Darius Anthony and Lynette Hepburn-Richardson from the Career Opportunities office spoke about the services they offer Grad Students. A Power Point presentation was shared with the group as well as folders with information about their services. Carla informed the group that the job board is called “Handshake” and explained how this works for all VSU students including alumni. Some of the other services they provide are resume writing, virtual reality which helps students learn how to interview for a job. They will be hosting several job fairs throughout the semester.

Special Guest: Dr. Sheri Noviello, Interim Provost and Vice President, introduced herself and congratulated the faculty on what a good job they were doing with the Grad student enrollment. A question was asked about faculty pay for summer courses. Dr. Noviello stated that summer pay generally is being re-evaluated.

College of Nursing and Health Sciences

Department of M.S. in Exercise Physiology

Request for Deactivate Courses:

- HSEP 7000 Research Methods & Statistics in Exercise Physiology
- HSEP 7010 Advanced Exercise Physiology
- HSEP 7020 Advanced Exercise Physiology II
- HSEP 7060 Exercise Physiology Laboratory Methods
- HSEP 7950 Exercise Physiology Internship
- HSEP 7999 Exercise Physiology Thesis
- HSEP 6050 Applied Resistance Training for Special Populations
- HSEP 6060 Applied Sports Science and Human Performance
- HSEP 7100 Advanced Pathophysiology
- HSEP 7200 Exercise and Nutrition as Medicine
- HSEP 7400 Exercise Physiology Seminar

Dixie Haggard motioned to approve. Matthew Grant seconded. Motion passed: 15 approved - 0 opposed – 2 abstained

Sub/Committee Reports

- **Graduate Student Success** – Chris Downing reported that the New Grad Student Kick-Off went well with close to 100 students attending the online session. He is sending out a survey and will share the information at the next meeting.
- **Doctoral Program Sub-Committee** - Dr. da Cruz reported that the committee met on May 4th and had discussed: 1) who could chair a dissertation as well as how many committee members a student could have. Herb Feister was to draft guidance and bring back to the sub-committee. 2) whether the word

“Retake” on the Retake Comprehensive Exam form should be removed. The sub-committee decided to leave the word “Retake” on the form. 3) how to increase the submission of dissertation forms such as Admission to Candidacy, Dissertation Proposal Approval, and Dissertation Defense Notification forms. The sub-committee recommended the Grad School send out semesterly email reminders. 4) guidance regarding doctoral students walking early. The sub-committee agreed that for a doc student to walk early, s/he must have completed their defense with their chair or have a defense date scheduled within 14-30 days along with all their defended dissertation to the Grad School before they walk. 5) Since the recommendation of the sub-committee was implemented regarding requiring not submitting doc students completion to the Registrar until after they submitted their final dissertation to the VSU Repository, compliance rose from about 50% to 90-100% of doc students submissions.

- **Graduate Appeals** -No update
- **Graduate Faculty Scholarship** - Dr. da Cruz reminded the committee that the deadline to submit the application for Fall is September 29th. She also informed everyone that there was a Summer deadline added to the application.
- **Graduate Faculty Membership** - Dr. da Cruz reminded the committee that the deadline to apply for Full faculty membership is September 15th. She stated that Darli had already sent out emails to faculty members whose status will expire this fall.

Other Business/Topics from the floor

- **Graduate Admissions Update** - Rebecca stated that the Graduate school is working with a consulting company to go through the fundamentals of Slate to see how it was built and to see what needs to be fixed. She stated she would be having a meeting with Sarah Wenham from USG to ask about possibly removing questions from the application that we don't need to ask a graduate student.
- **Graduate Enrollment Report** - Dr. da Cruz shared fall admission and enrollment report with the Committee. She stated the Grad school was up by 363 more applications this year compared to last year. This fall there have been 135 more applications completed then were completed this time last fall.
- **Graduate Assistant Updates** - Dr. da Cruz reported that GA's are still being hired for the fall and that if they have a GA who worked during the summer they still need to do an onboarding form for the academic year.
- **Draft Grade Replacement Policy** - Dr. da Cruz shared a Grade replacement Draft form with the committee. The Committee requested to have time to review the draft and revisit it at the next meeting.
- **AGS & SGA Updates** - Tyler Cospier, President of AGS, shared the plans for the upcoming semester: 1) AGS will have a table out at the happening; 2) Career Opportunities will present about their services at the first meeting. 3) AGS will have a meet and greet at the Valdosta Beer Company Saturday, August 19th. 4) AGS plans to start a Facebook/Instagram page.
- **Items from the Floor** - Dr. Ritter asked what the student to faculty ratio was for VSU pertaining to faculty workload policy. Dr. da Cruz stated the Graduate School does not have a policy on course caps – that it would be addressed in the respective Colleges' Workload Policy.

Motion make to adjourn at 3:35 pm

Next AC Meeting: September 11, 2023

Next GEC Meeting: September 21, 2023

X *Darli DeVane*

Darli DeVane
Administrative Coordinator

X *Becky K. da Cruz*

Dr. Becky da Cruz, Associate Provost
for Graduate Studies & Research